

**RECORD OF PROCEEDINGS
LONDON HOUSE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING**

August 17, 2010

Draft

The regular meeting of the London House Condominium Association Board of Directors was held at 6:30 PM on August 17, 2010 in the Club Room at 1233 Ogden Street, Denver, Colorado.

Quorum: The following Directors were present or absent as indicated:

Kym Bloom	Present	Jennifer Kemps	Present
Dana Johnson	Present	Michael Cruz	Present
Mark McCabe	Present		

Kaye Welch was present from Western States Property Services.

Richard Seeman was present as Resident Manager.

Alex Ferber, Owner of #510, was present to monitor the meeting.

Staff Report: A copy of the staff report was reviewed by the Board and is included with the meeting records. Richard will apply a clear sealant on the new garden fence with a second coating on the exterior side.

Minutes: After review, Michael moved to accept the minutes from the July board meeting as submitted. Jennifer seconded the motion and it was carried.

Financials: The balance in the operating account was minus \$558.38 at the end of July 2010. The balance in the money market reserve account was \$19,440.13. The balance in the RBC investment account was \$42,193.42. The Association CD with Bank of Choice in the amount of \$5,000, added with the other reserve accounts totaled \$66,633.55 in the reserves. Delinquency was at \$15,682.14. Net profit/loss for the year-to-date was \$3,830.56 under budget. Jennifer moved to approve the financials for audit. Michael seconded the motion and it was carried.

Manager Report and Communications: The Board reviewed the manager's action item list and communications, which are included with the meeting records.

Unfinished Business:

- After discussion on neighbor-to-neighbor nuisance noise complaints, the Board of Directors **RESOLVED THAT** since nuisance noise is subjective, the policy of the Association for handling noise complaints between residents will be as follows:

- First effort to resolve complaints will need to be made homeowner to homeowner in a respectful manner.
- At any time the nuisance noise is from a party situation after 10 PM, any resident may contact the City and County of Denver Police at their non-emergency number to make a complaint and request that they come out to investigate the noise.
- The next effort will be sending a Courtesy Notice to the offending party by the Association on behalf of the reporting offended party, but only after receipt of a written, signed and dated letter of complaint to the Association via the managing agent, which must include the results of the contact between residents/homeowners.
- Since nuisance noise is subjective, the third effort will be for the Association to send a letter to both parties requiring the offended party to record the nuisance noise and to provide documentation as measured on a decimeter to present to the Board for review, and both parties will then be invited to attend a meeting with the Board for mediation.
- If mediation with the Board fails, the offended party will have the option of contacting an attorney to file civil action against the offending party. Unless an offending party has broken an Association rule, all further resolution will be between homeowners in conflict.
- After discussion regarding the cleaning of unit chimneys, Mark moved to accept the proposal from Colorado Chimney Care to clean all 67 flues for \$45 each, total of \$3,015. The flues will be cleaned from the outside only and residents will not need to be home. An inspection of the chimneys will be done from the roof down. Flue caps will be counted and the Board will determine if they are to be installed at \$55 each where needed. Jennifer seconded the motion and it was carried. Clubroom chimney will be cleaned, also.
- Asphalt patch and crack fill bids were reviewed. After discussion, Michael moved to accept the Coatings proposal for 10 patches and 2417 lineal feet of crack fill for \$1782. Mark seconded the motion and it was carried. Manager will coordinate scheduling and vacating the lot for the work.
- The Owner of #401 has been very cooperative in managing her dog. Manager is to send her a letter thanking her and noting that the Board will consider no further action at this time.
- The Board would like to have the schedule for the DirectTV building receiver installation and knowledge on building wide WiFi.

New Business:

- The HVAC contractor that served London House for several years has gone out of business. Rocky Mountain Mechanical hired several of the technicians from that contractor who have worked on the London House mechanicals. After review of a proposal for preventative maintenance agreement with RMM, Kym moved to

- accept the agreement. Mark seconded the motion and it was carried. Cost will be reduced on a quarterly basis from previous vendor's charges.
- No landscape projects will be considered in 2010 as the summer is nearly over and the reserves should be rebuilt from the sandstone wall replacement costs.
 - Committee Reports:
 - There was no report from the Interior Committee.
 - Dana presented a report on the landscape items the Committee was interested in.
 - It was reported that the cats from #101 and #103 are regularly in the common hallway and it seems there is cat scent in the carpet by #102. Richard will clean the carpet there and Manager will send letter to owners.
 - The September meeting will cover the reserve analysis requirements and wish list of the Association and the Board will prepare a five-year project plan.
 - Alex Ferber from #510 was nominated by Kym to serve as an Alternate board member. He accepted the nomination and Michael seconded the motion, which was carried.
 - Next meeting will be September 21st.

Adjournment: There being nothing further to discuss, the meeting was adjourned at 8:30 PM.

Respectfully submitted,
Kaye Welch, Recording Secretary